



SCOPE OF WORK

APPOINTMENT OF A PROFESSIONAL ELECTRICAL ENGINEER TO CONDUCT A FULL ELECTRICAL ASSESSMENT AND PROVIDE BILL OF QUANTITIES FOR ELECTRICAL REPAIRS AND COMPLIANCE WORKS

1. BACKGROUND

The CEF building/office requires assessment /inspection of all electrical systems/ installations to ensure that the installations are safe and meet the minimum standard requirements (i.e., SANS 10142-1). The professional Electrical Engineer(s) must evaluate, quantify, and provide a Bill of Quantities to be used to implement the electrical works to bring the building to electrical compliance (including issuance of a Certificate of Compliance).

2. WORKS PACKAGES

The service provider must conduct a site visit and data collection at CEF offices to assess all electrical systems in place. Gather relevant information and data about the building's electrical infrastructure, including electrical panels, wiring, distribution systems, generator, lighting, and any other electrical equipment.

The assessment will include drafting the scope of work/bill of quantities for any related electrical works for inter alia:

- Distribution Board and labelling.
- Change all light fittings to suit matching LED lights.
- All Electrical Socket condition assessment, repair, and labelling.
- The condition assessment and repairs of Circuit Breakers.
- The condition assessment and repairs of Earth Leakages.
- All Electrical Switches.
- Condition assessment, repair, and labelling of sockets and light switches.
- Correction of exposed cable.
- The conditions of the cables and required repairs (HV and LV)



- Connection to the generator.
- removal of all unsafe electrical components and cables.
- Labelling.
- Safety and compliance work for the Minimum standard requirements of SANS 10142-1 and SANS 1400
- Socket covers, etc.
- Current electrical drawings issue and revision in PDF and CAD format

3. SCOPE OF WORK

The Service Provider is expected to provide the following services as defined below:

3.1 DOCUMENTATION

3.1.1 Definition

Preparation of procurement and construction documentation, confirm and implement the procurement strategies (having due regard to PFMA requirements) and procedures for effective and timeous procurement of necessary resources for execution of the Project. **The procurement strategy must consider that the Project will be implemented in a working office space or live site.**

3.1.2 Standard Services

- a) Review CEF documentation from electrical drawings, electrical faults.
- b) Onsite inspections of quantification of required work.
- c) Attend to any electrical design requirements and incorporate power demand requirements of current equipment and prepare drawings design including draft technical details and specifications for construction.
- d) Implement electrical works tender documentation for all repairs and or upgrades required.



- e) Issue construction documentation in accordance with the tender documentation schedule and connections required.
- f) Provide the Contractor's quality control programme and assurance plan to ensure Electrical Certificate of Compliance.
- g) Provide the outputs of quality assurance procedures and advise CEF on the adequacy and need for additional controls, inspections, and testing.
- h) Prepare detailed estimates through a priced Bill of Quantities for construction cost.
- i) Submit the necessary design documentation to local and other authorities for approval.

Summary of the deliverables:

- Onsite based fault-finding report.
- Design development drawings.
- Outlined specifications.
- All regulatory compliance submission in drawings and or reports.
- Detailed estimates of construction costs.

3.2 CONSTRUCTION

Manage the electrical works construction and processes including preparation and coordination of procedures and documentation to facilitate practical completion of the works. The construction management must consider that the Project will be implemented in a working office space or live site.

3.2.1 Standard Services

- a) Provide contractor drawings for implementation.
- b) Update and issue drawings register.
- c) Electrical Certificate of Compliance verification.
- d) Arrange for the delivery of all test certificates, statutory (regulatory) and other approvals, as built drawings, and operating manuals.



3.2.2 Summary of the deliverables:

- Construction documentation.
- Drawings register.

4. REPORT REQUIREMENTS

A written report on the findings, mitigation of risks, Bill of Quantities for construction, and sign off on all reports and implemented electrical construction work by the valid professional Engineering Council of South Africa (ECSA) electrical engineer in compliance to SANS 1400, SANS 10142-1, and Electrical Installations Regulations 2009.

5. EVALUATION CRITERIA

5.1 Mandatory Criteria

At this phase, bidder's responses will be evaluated according to the below mandatory requirement/ criteria. Failure to comply with any of the requirement will result in disqualification from further evaluation.

Mandatory Criteria	Submitted [Yes or No]
5.1.1 The bidder must provide a valid ECSA Professional registration for their electrical engineer	

5.2 Commercial Evaluation (Price and Specific Goals)

All bids that met the mandatory requirement will be evaluated further on commercial based on the below preference point system.

CEF (SOC) Ltd will utilise the following formula in its evaluation of Price offers:

[Weighted score 80 points]



$$PS = 80 \left(1 - \frac{Pt - P_{min}}{P_{min}} \right)$$

Where:

Ps = Score for the Tender under consideration

Pt = Price of Tender under consideration

Pmin = Price of lowest acceptable Tender

Preference points/specific goals criteria

[Weighted score 20 points]

Specific goals / Preference Points Claim

Evaluation Criteria	Final Weighted Scores
Price	80
Specific goals	20
TOTAL SCORE:	100

A maximum of 20 points will be awarded to a tenderer for specific goals specified for the tender/RFQ as follows:

Specific goals	Points
Historically disadvantaged individual (HDI)	
Enterprises with ownership of 51% or more by person/s who are black	10
Enterprises with ownership of 51% or more by person/s who are women	5
Enterprises with ownership of 51% or more by person/s who are youth	3
Enterprise with ownership of 10% or more by person/s with disability	2
Total	20

Tenders must submit their B_BBEE certificate issued by an authorized body or person or a B-BBEE sworn affidavit to claim preference points.

- The points scored for the specific goal must be added to the points scored for price and the total must be rounded off to the nearest two decimal places.
- The contract must be awarded to the tenderer scoring the highest points.
- If two or more tenders score an equal total number of points, the contract must be awarded to the tenderer that scored the highest points for specific goals, and



if two or more tenderers score equal total points in all respects, the award must be decided by the drawing of lots.

6. PRICE SCHEDULE

The bidder must provide an all-inclusive pricing offer that will cover the full scope of work.

No	Description	Unit	Rate	Total Amount
1	Professional engineer's report preliminary report including review of all available information, drawings, etc.	Sum		
2	Onsite fault finding and reconfirmation of all related work	Sum		
3	Onsite fault finding and detailed report of the required repairs or upgrades report	Sum		
4	Provision of a detailed priced and unpriced Bill of Quantities	Sum		
5	Professional engineering service final report	Sum		
6	Professional Engineer's project implementation oversight and provision of Certificates of Compliance (over project implementation period and close out)	Sum		
	Total Cost (Exc.VAT)			
	VAT (15%)			
	Grand Total (Inc.VAT)			